

CLALLAM COUNTY PUBLIC HOSPITAL DISTRICT NO. 1
FORKS COMMUNITY HOSPITAL

Board of Commissioners Meeting Minutes
Hospital Conference Room
November 22, 2016

Present: Commissioners Daisy Anderson, Don Lawley, and Patricia Birch; Tim Cournyer, CEO/CFO; Gary Harmon, MD, Chief of Staff; and Laura Kripinski, ARNP, CNO.

Absent: None.

The meeting was called to order at 5 p.m. by Daisy Anderson.

Public Comments:

There were no public comments.

Community:

The Board reviewed community communication.

Department Report: Heidi Scherner, Social Worker, updated the Board on personnel, purchases, workshops, and future goals.

Medical Staff Meeting:

The October 12, 2016, Medical Staff meeting minutes were reviewed. The Board was provided a status update on the Med Staff by-laws.

ACTION: It was moved, seconded, and passed to approve the Medical Staff meeting minutes from October 12, 2016, as presented.

Medical Staff Privileges:

The requests for privileges were reviewed for Richard Dickson, MD, Susan Keilman, ARNP, Charles Bouis, CRNA, and Gary Webb, CP.

ACTION: It was moved, seconded, and passed to approve the reappointment of privileges for Richard Dickson, MD, Susan Keilman, ARNP, Charles Bouis, CRNA, and Gary Webb, CP.

Performance Improvement Committee:

The September 26, 2016, Performance Improvement Committee meeting minutes were reviewed. Patricia Birch noted that the minutes do not reflect Dr. Flowers was in attendance; however, Dr. Flowers motioned the approval of the meeting minutes. Laura Kripinski will have the change made.

ACTION: It was moved, seconded, and passed to approve the Performance Improvement Committee meeting minutes from September 26, 2016, as amended.

Board of Commissioners Meeting:

The Board of Commissioners meeting minutes from October 25, 2016, November 15, 2016 at 4 pm and November 15, 2016 at 5 pm were reviewed.

ACTION: It was moved, seconded, and passed to approve the Board of Commissioners meeting minutes from October 25, 2016, November 15, 2016 at 4 pm and November 15, 2016 at 5 pm.

Vouchers:

October 2016 Vouchers were reviewed.

ACTION: It was moved, seconded, and passed to approve the October 2016 General A/P vouchers numbered 091230 to 091734 in the amount of \$1,961,355.67 and the General P/R vouchers numbered 544603 through 544700 in the amount of \$95,631.01

Old Business:

Community Survey – There was discussion and recommendations regarding the community survey that Tim is working on. Tim said that he felt we should move forward with our strategic plan and direct the survey towards our community. The board supported moving forward with the community survey. There will be further discussion at the next meeting.

Resolution No. 2016-506- E.M.S. Levy resolution was presented and discussed with the Board.

ACTION: It was moved, seconded, and passed to approve Resolution No 2016-506, E.M.S. Levy.

District CEO Report:

Tim Cournyer, CEO/CFO reported:

Union Negotiations: The contract has been bridged and a compensation package agreed to. Renegotiation will begin in March of 2017.

Region II Healthcare System Preparedness & Response Plan Update: The plan fell to the wayside once government funding diminished. We are working with local businesses to see if there is an interest in resurrecting and revising the plan.

Boundary Adjustment Request: A request for easement was submitted proposing that the Hospital permit the selling of a 65x60 corner of land due to access issues of another land owner.

ACTION: It was moved, seconded, and passed to approve the boundary adjustment of 60x65 with all expenses paid by the buyer as well as the purchase price of the land.

Swedish Health Annual Symposium Update: Laura Kripinski attended and provided a summary on the annual symposium presented by Swedish Health and hosted by Olympic Medical Center in Port Angeles.

WRHAP: Don Lawley attended the October 6, 2016, WRHAP meeting and provided the Board with an updated. Don said that his only concern is the enormity of the task.

Antimicrobial Stewardship (ASP) Moment: Janet Schade spoke to the members about the push for infection prevention and the importance of flu and pneumonia vaccinations.

AMA Stroke Champion Bootcamp: Laura Kripinski attended the conference in Orange County California. She discussed stroke as a healthcare issue in the United States and informed the attendees that Forks Community Hospital is a Level 3 Stroke Center.

Finance:

Tim Cournyer, CEO/CFO, presented the October 2016 and year-to-date financial report, which was reviewed and discussed.

- Total patient revenue has decreased from the prior October by (\$120,337).
- Total patient revenue for October is \$3,631,446.
- Total revenue deductions for October are \$1,544,713.
- Total revenue deductions year to date (\$99,102).
- Net patient revenue for October is \$2,086,733.
- Net patient revenue year to date is (\$21,235).
- Miscellaneous income for October was \$142,192.
- Miscellaneous income year to date was (\$18,992).
- Net A/R days are 50.14.
- Net operating income (loss) for October was (\$199,651).
- Net income for October (\$173,051).
- Net income year to date is (loss) (\$244,904).
- Total cash at the end of October was \$3,922,303.

In addition to the financials, Tim presented the Board with a Cash Analysis to include the cash balance and asset purchases.

Laura Kripinski provided the Ambulance Report and will separate the assists in future reports.

Daisy Anderson announced that the Board is convening to executive session pursuant to RCW 42.30.110(1) (g)-To review the performance of a public employee.

Executive Session: The Board convened to executive session at 6:20 p.m.

The Board reconvened to open meeting at 7:30 p.m.

There being no further business to discuss, the meeting was adjourned at 7:30 p.m.

The Board of Commissioners next meeting is scheduled for December 5, 2016 at 4p.m.

Minutes recorded by Melissa Jones, Executive Assistant.

Don Lawley, Secretary